



## Safety Of Our Generators And Our Personnel

The following actions must be taken to ensure safety of people and our generators before we commence any work on them. Please also encourage relevant people to read ESL safety booklet in Urdu for better understanding of the subject.

### ◆ Know jobsite hazards

- ◆ To make employees aware of potential risks around the work area and help minimize or eliminate safety and health hazards e.g. Is the generator room airy? Is the exhaust properly vented? etc

### ◆ Know your work procedures

- ◆ To identify the best way of performing a job.
- ◆ To determine:
  - ◆ Are you qualified to perform the work?
  - ◆ Do you know what is Lockout / Tagout (LOTO), how to isolate the site from others and what are emergency procedures?
  - ◆ Do you have the correct PPE for the job you are performing and is it in proper working condition?
  - ◆ Do you have all of the necessary tooling and testing equipment? Is it calibrated and in proper working condition?

### ◆ Know the job specific project work plan (e.g. Gantt Chart)

- ◆ Identify all activities
- ◆ Define, describe and communicate the roles, responsibilities and location of each employee on the project. Who will do what?

### ◆ Build a communication plan

- ◆ Make someone responsible for communication and everyone must understand that he / she has to follow the qualified, nominated person.
- ◆ The responsible person must ensure that it is safe prior to commencing work and that entire team understands system shut down, and re-start procedures.

### ◆ Make emergency action plan and make it known

- ◆ Make a plan and take steps to ensure the safety of your employees in the event of an emergency. The plan should include:
  - ◆ Roles and responsibilities
  - ◆ Threats, hazards and protective actions
  - ◆ Means for locating family members in an emergency
  - ◆ Emergency shutdown procedures etc
- ◆ Once the employees have received the appropriate training, conduct regular drills as a reminder and post the Action Plan in an area that allows easy visibility.

### ◆ Build a safety training culture

- ◆ Prepare a safety manual for the specific conditions found on your jobsite.
- ◆ Make checklists for recurring / recurrent jobs and when appropriate make use of local language.
- ◆ Ensure equipment, tools and materials are being used for their intended purpose.
- ◆ Always review the manufacturer's Operation and Maintenance Manual before putting a machine to work.
- ◆ Train employees on:
  - ◆ Keeping track of others in the work zone and letting them know where you are at all times.
  - ◆ Establishing eye contact before entering a work zone.
  - ◆ Creating two-way communications before entering a work zone.
  - ◆ Informing coworkers when leaving a work zone.
- ◆ Obtain emergency first aid training. If it is not applicable for you to be trained in these areas, make sure you know who is qualified to perform these tasks on your jobsite